

2007 – PBA (Teamwork) Handout

The department needs a handout for the teamwork presentation being made to the Professional Business Associates next Friday. Please prepare the information below in an attractive handout, using bullets, appropriate fonts, and graphics to add to the overall effectiveness of the handout. Correct any errors you may find in the draft. Lay out your information so it fills the page attractively; the handout must be on one page.

TEAMWORK

Each team member must . . .

- understand the goals the team is trying to accomplish
- put the goals of the team above personal goals
- participate in determining how the goals of the team will be accomplished
- recognize and accept the role he or she must play in order for the team to accomplish its goals
- respect every member of the team regardless of that member's role
- regardless of role, share in both the victories and the defeats of the team
- have team spirit

Let's Show Our Team Spirit!